

DRAFT 21 OCTOBER 2004 Version 1

GROUP 10
ILLINOIS WING
CIVIL AIR PATROL
U.S. Air Force Auxiliary

OPERATIONS ORDER (3 December 2004)

Dates: 10 – 12 December 2004
Mission Number: GLLR(IL) 05-08

INTRODUCTION: On 10, 11, and 12 December 2004, Group 10, Illinois Wing, Civil Air Patrol, is conducting a funded emergency services/disaster relief training mission at the Coles County Memorial Airport (MTO), Mattoon, Illinois.

OBJECTIVES: The primary purpose of the mission is to provide training in a **safe** environment for obtaining, upgrading, and remaining proficient in emergency services/disaster relief skills. Training is planned to include ground and air ELT searches; missing aircraft search, including air-to-ground coordination; and a natural disaster scenario.

MISSION NUMBER: The mission number is GLLR(IL) 05-08. For flying, the mission symbol is A5.

PILOT WARNING: There are ongoing construction activities at MTO. Please check all NOTAMS and listen to AWOS on 109.40 prior to arrival.

ATTENDANCE: The mission is primarily for personnel assigned to Groups 9, 10, 12, and 19. Other personnel may attend by specific invitation or request approved by the Incident Commander. Prior to arriving at the Mattoon Mission Base, all personnel must have a Specialty Qualification CARD (CAPF-101) for general emergency services (general es). Personnel desiring training in a specialty qualification must have a properly completed SQTR printed from the WMU for that qualification.

DRAFT 21 OCTOBER 2004 Version 1

HOST UNIT: The mission is hosted by the 328th Composite Squadron (IL-328), which is commanded by Major Robert Holmes. The project officer for the mission base facilities is 1st Lt Mark Wilson. The overall project officer for the mission is Lt Col Joseph T. Barron, Jr.

INITIAL REPORTING TIMES AND LOCATIONS:

A. **10 Dec:** Sign-in will be at 1900 hours in the first floor classroom, Building “C”, Coles County Memorial Airport (MTO), 435 Airport Road, Mattoon, IL 61938. Any personnel planning on arriving on this date shall notify the Incident Commander prior to arrival. All inbound aircraft will obtain a flight release from the Incident Commander or a person designed in writing by the Incident Commander.

B. **11 Dec:** Sign-in for all personnel/equipment will begin at 0800 hours in the Building “C” hanger at the Coles County Memorial Airport. All inbound aircraft will obtain a flight release from the Incident Commander or a person designed in writing by the Incident Commander.

C. **12 Dec:** Sign-in for all personnel prior to departure will begin at 0800 hours in the first floor classroom, Building “C”, Coles Country Memorial Airport. No inbound aircraft are anticipated. Any inbound aircraft require the approval of the Incident Commander.

MISSION STAFF:

A. The initial mission staff shall be:

Incident Commander: Lt Col Joseph T. Barron, Jr./Lt Col Rick Gale

Safety Officer: 1st Lt. Scott Robison

Operations Section Chief: Lt Col Fred Herschelman

Ground Operations Branch Director: 1st Lt. Matthew C. Brown

Communications Unit Leader: 1st Lt. Tom Caisse

Finance/Administration Section Chief: Major Sandra Barron

B. Some individuals will be assigned as trainees to Mission Staff positions. Additional training slots will be available and positions will be rotated as the mission progresses to provide for maximum training

DRAFT 21 OCTOBER 2004 Version 1

opportunities. At sign-in, individuals should identify the areas that they want to train or become more proficient in.

TRAINING PLAN:

A. Aircrew Training

1. Seeded grid search – Target(s) will be placed in a grid within approximately 20 flight minutes of MTO to allow pilots, observers, and scanners to train in an area where they will have the opportunity to actually discover one or more targets.
2. Air ELT Search – a practice ELT will be placed in an area that will not interfere with, but complement, the seeded grid search in order to permit the aircrews to use different methods of obtaining and finding the location of the ELT.
3. Photographic Reconnaissance – aircrews will be sent to a simulated disaster relief target for aerial reconnaissance using slow scan video or digital still camera photography, as available.
4. Air/Ground Coordination – aircraft and ground teams will work together to find a target with and without radio communications.

B. Ground Training

1. Air/Ground Coordination Search - aircraft and ground teams¹ will work together to find a target with and without radio communications.
2. Ground ELT Search – One or more practice ELT's will be placed in strategic locations to permit ground teams to perform searches.

MISSION EQUIPMENT:

¹ a reference to “ground team” includes urban direction finding teams, as appropriate.

DRAFT 21 OCTOBER 2004 Version 1

A. **Authorized Attendance:** The following **corporate aircraft** are authorized to attend and receive funding for mission participation:

N62689	MTO
N99871	SPI
N9447L	MWA
N98381	ALN
N3067E	MDW

Any other corporate aircraft arriving without the express advance permission of the Incident Commander shall not be funded. We have budgeted for four 172's and one 182 aircraft to include operating expenses inbound/outbound from home base to Mattoon Mission Base and for two sorties in the morning and two sorties in the afternoon.

B. **Corporate aircraft** not arriving on 10 Dec shall arrive at the Mission Base by 0800 on 11 Dec. Pilots shall bring the Illinois Wing "aircraft book" and aircraft keys, along with the inbound CAPF-104, to the Air Branch Director upon arrival.

C. No **private aircraft** have permission to attend the mission without advance approval from the Incident Commander. Any private aircraft arriving without that approval will not receive reimbursement.

D. **Corporate vehicles** not arriving on 10 Dec shall arrive at the Mission base by 0800 on 11 Dec.

E. All participating units are requested to bring any **practice ELT units and direction-finding equipment** to the Mattoon Mission Base and advise the Ground Operations Director upon arrival what equipment you have with you.

F. Each member shall bring any **individual personal equipment** appropriate to his/her mission qualification specialty.

G. Any one with a **digital camera** is requested to bring it along with the software and computer connections to make it possible to download the photos.

DRAFT 21 OCTOBER 2004 Version 1

H. Pilots flying-in aircraft shall bring **tie-down ropes and chocks**. Hardstand tie-down spots are available, but not all locations may have ropes.

I. Pilots shall perform a CAPF-71 **inspection** prior to departing for MTO.

J. Pilots shall insure that the aircraft is within the **weight and balance limitations** and that all baggage is secured with a cargo net or by a seat belt.

K. Pilots shall obtain a flight release from the Incident Commander or a person designed in writing by the Incident Commander before departing from the aircraft's home base.

L. Vehicle operators shall perform a CAPF-73 **vehicle inspection** prior to leaving home. No vehicle shall be placed in motion without all occupants being secured by seat belts.

M. All mission equipment is subject to appropriate inspection before its use on the mission. **Ground team members** will have their 24-hour pack inspected.

UNIFORM REQUIREMENTS:

A. For personnel wearing the U.S. Air Force style uniforms, all appropriate military grooming standards shall be met. Uniforms shall be neat, clean, and properly worn as prescribed in CAP Regulations.

B. For personnel wearing CAP specific uniforms, a neat appearance shall be presented. Uniforms shall be neat, clean, and properly worn as prescribed in CAP Regulations.

C. Personnel shall wear the uniform that is appropriate to the duty they expect to perform – flying, ground team, and/or mission staff. Personnel should consider that they may be training in more than one mission specialty.

D. A senior member with a thorough knowledge of the uniform regulations and a sharp eye will tactfully correct questionable uniform wear.

CREDENTIALS:

DRAFT 21 OCTOBER 2004 Version 1

- A. All personnel shall have a current membership card and a valid CAPF-101 card in their possession upon arrival.
- B. All personnel desiring training in a specialty shall have a properly completed SQTR printed from the WMU in their possession upon arrival.
- C. All personnel shall insure that their data in the Wing Management Utility (WMU) is current before departing for the Mattoon Mission Base.
- D. Pilots shall bring a copy of all the documents contained in their Pilot Information File, to include license, medical, logbooks, and CAPF-5/91.
- E. Personnel driving vehicles must have a current state and CAP driver's license, as appropriate, in their possession.
- F. All personnel shall bring any other documents that may be necessary for mission participation.

BILLETING:

- A. There is no billeting available on the airport or in the hangers.
- B. Motels are available in Mattoon, Illinois. No special arrangements have been made.

COMMUNICATIONS:

- A. Mission Base Call Sign: Mattoon Mission Base
- B. Mission Base Frequency: VHF 148.15. Repeater located at the Coles County Memorial Airport is operational: 148.15/143.9; discrete tone 114.8; universal tone 100.0
- C. Mission Base Telephone: TBD

REIMBURSEMENT:

- A. All personnel are responsible for signing-in on the appropriate forms or through the computer MMU, as directed.

DRAFT 21 OCTOBER 2004 Version 1

B. All personnel flying or driving to the Mattoon Mission Base are responsible for signing-in their vehicle or aircraft.

C. All personnel claiming reimbursement are required to complete a CAPF-108 and submit the form with receipts within five days following mission completion. The appropriate address will be provided during the initial mission briefing.

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